

Board of Selectmen
Minutes May 1, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman
Jeff Bryan
Jane Byrne
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Recreation submitted a memo requesting to use \$6650 from impact fees for the expansion of the playground and the creation of the new lower parking lot. Bryan made a motion, 2nd by Christiansen to authorize the transfer of \$6650 from impact fees to the recreation revolving fund for this purpose. All were in favor.

Overtime was 4 hours in the fire department and 18.25 hour in the police department this pay period.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Building Inspector Gil Tuck was in to have the following permits signed:

- Jamie Martin, 23 Sherry Circle, deck: signed by Board
- David Menter, 171 North Road, porch: signed by Board
- Kate Donald, 83 Middle Road, electricity in bard: signed by Board
- Steve Meline, 50 Mill Road, upgrade electric system: signed by Board
- RJ Moreau, 8 Autumn Lane (Lot D), new house: signed by Board.

Bryan made a motion, 2nd by Christiansen to approve the public minutes of 4/24/12. All were in favor.

Bryan made a motion, 2nd by Christiansen to approve the 1st set of nonpublic minutes of 4/24/12. All were in favor.

Bryan made a motion, 2nd by Christiansen to approve the 2nd set of nonpublic minutes of 4/24/12. All were in favor.

Bryan made a motion, 2nd by Byrne to approve the 3rd set of nonpublic minutes of 4/24/12. All were in favor.

Paul Hatch, NH Department of Safety, was present with a grant application for the purchase of 30 pagers for the fire department. The grant was a matching grant of \$6350. Byrne made a motion, 2nd by Christiansen to accept the grant.

Department Head Meeting:

The board asked that all employee evaluations be completed and turned in by August 1st.

Town Clerk/Tax Collector

Phyllis Thompson said that the office has been busy and that revenues are up.

Emergency Management

Rick Murphy said that the budget was in good shape and that he is planning to purchase a dry erase board for the EOC.

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Library

Betsy Solon was present and said the budget is on track. Bob Gilbert said the plant sale and book sales are coming up. Gary Raymond has also done an inspection on the basement of the library and has issued a certificate of occupancy for 49 people. Artimovich asked if the fence was moved to use the field for overflow parking; Gilbert said yes and it was working fine. The board also discussed a memo received regarding the meeting policy for the library. Byrne said this was out of the BOS's purview and that this should be left to the library trustees to handle.

Planning Board

Kathy St. Hilaire was present and said that although the petition article to rescind town center failed, the planning board is discussing the potential to amend the zoning ordinance to make it more commercial friendly. One option they are considering is Plan NH. The cost is \$5000 and would produce a vision as to how the town center could be further developed and best utilized. Byrne said they did not have a lot to work with because the town does not own a lot of land between the town office and 111A.

Recreation

Kathy St. Hilaire was present and said that the budget is on point and the programs are doing great. Dullea works hard to create a diverse offering and keep the program choices fresh. Byrne agreed but suggested a stronger offering be made available for the teenagers. Thompson proposed asking residents for suggestions in the next newsletter. St. Hilaire mentioned the basketball courts and the potential for a skateboard park if they could find a good place for it. Murphy said the ones in Rye and Portsmouth are extremely popular. St. Hilaire also wanted to express the recreation department's thanks to Wayne Robinson and Duane Demeritt for all of their work at the BRC to remove the dirt pile to make the space for a parking lot. She said they are enormously appreciative of all the work Robinson and Demeritt do year round.

Conservation Commission

Doug Cowie said the Earth Day cleanup was a success and wanted to send many thanks to all of the volunteers for helping out. The Exeter River stormwater and buffer enhancement project is progressing nicely and the project is projected to be completed this year. The title issues on the Wilson easement have been resolved and should close in the next couple of months. They are evaluating potential sites for another round of grant applications, and they are working on 4 potential easements for 200+ acres.

Fire

Chief Lemoine said the budget is on track. He is applying for another grant for the portable in the amount of \$13000. They should hear about that after July. Lemoine and Robinson are also looking to start opening the stations 3-4 times a year to invite residents to come in and see the station and talk about any questions or concerns they may have.

Highway

Robinson said the budget looks good and the work on Peabody Drive is almost complete and under budget. They have to do some work on the ditches. He is also going to start pricing out his winter sand.

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Police

Chief Robinson said his PD budget is on target. The 2009 Dodge Charger cam and valve wore down and it is not covered under warranty or by a recall. He said the car will need a new motor. Robinson is going to only use the Charger if he needs to and sub in the SUV until there is enough detail money for a new cruiser.

Artimovich also mentioned to all department heads make sure that any disciplinary action makes it to the BOS office as those are the official files. A seminar on workplace harassment is tentatively scheduled for 6/7/12. A separate training will be scheduled once the drug and alcohol policy is finalized. The board addressed the department heads suggestions on the policy. Murphy asked who was qualified to administer the fitness for duty exam; Artimovich said the town contracts with Exeter Hospital and the evaluation would be administered there. Murphy asked what the consequences were if the employee was not comfortable reporting suspicious behavior to their supervisor. Bryan said they would get a warning. Solon asked who they should go to if the person exhibiting the behavior is their supervisor. Artimovich said they should follow their chain of command within the department or report it to selectmen's office. Byrne asked who determines reasonable cause. Bryan said the supervisor would send the employee home or to the hospital and could search any town owned property. Lemoine asked in black and white what does the department head do if they suspect someone to be under the influence. Bryan said send them to Exeter Hospital and have them tested and go from there once they have the results. Lemoine asked what if they do not want to go. Clement said if they fail to submit to an evaluation, that would be treated as a positive result. Gilbert asked what the town was trying to accomplish here. Christiansen said a safe work environment. Bryan said the policy is to protect the town and the employees. Lemoine asked if the policy was to cover volunteers; Bryan said that has not been determined yet. Robinson had the PD prosecutor review the policy and had a copy of her suggestions. The board agreed to review the policy and Newell's suggestions and continue the discussion next week.

That closed the department head meeting.

Robinson received a complaint about the grading in the ditch line on Peabody Drive. He said the problem was in the town right of way not private property. He will be down there to resolve the issue and re-grade what is needed.

The cost of the recycle bins has increased from \$3.95 to \$6.00. Clement asked what the new price should be for the residents. Bryan made a motion, 2nd by Artimovich to increase the cost of recycling bins to \$7.00. Bryan, Artimovich, and Christiansen were in favor. Byrne opposed.

The harassment training seminar will be mandatory for all full time employees. Artimovich said to make sure there is a web option available for all part timers as all employees should have the training.

Byrne, Artimovich, Christiansen, and Bryan will attend the regional BOS meeting in Kingston on 5/24/12.

Clement asked if the board had any interest in meeting with White Column Solutions regarding energy savings. Bryan said yes; Byrne suggested they also look at UMG as they have approached the board on a couple of occasions. Artimovich said to get a proposal from UMG and they will compare the 2 before setting up meetings.

The board will have updated pictures taken next week for the website.

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Bryan made a motion, 2nd by Byrne to deny the elderly exemption for Ernest because he does not meet the age requirements. All were in favor.

Bryan made a motion, 2nd by Byrne to deny the elderly exemption for Marie Byrne because she exceeds the income limitations. All were in favor.

Bryan made a motion, 2nd by Byrne to deny the elderly exemption for Gilman because he exceeds the income limitations. All were in favor.

Bryan made a motion, 2nd by Christiansen to approve the elderly exemption for Samuel as he meets all requirements. All were in favor.

Bryan made a motion, 2nd by Byrne to approve the veteran's exemption for Skip Graham as he meets all state requirements. All were in favor.

Motion to adjourn at 7:35 pm made by Christiansen, 2nd by Byrne; all were in favor.

Respectfully submitted,

Karen Clement

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		WEEKLY TREASURER'S REPORT			
Date:	May 1, 2012				
Citizens General Fund:					
	Previous Balance:		7,041.28		
	Deposits:		62,784.17		
	Payroll:		23,413.57	DD: 8856.80	CK: 14556.77
	FICA:		5,640.93		
	A/P: Regular		451,350.49	Coop: \$428,150	
	Non A/P				
	to Impact Fees		22,148.83		
	From MMA		440,000.00		
	TO MMA				
	Account Balance:		7,271.63		
	Interest Earned YTD:		23.07		
CD's:	Unrestricted Balance:		-		
MMA:	Unrestricted Balance:		1,124,480.29		
	Total Invested Funds:		1,124,480.29		
	Interest Earned YTD:		374.17		